

Land Processes Distributed Active Archive Center (LP DAAC)

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LP DAAC User Working Group

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1. Preface

The U.S. Geological Survey's Center for Earth Resources Observation and Science (EROS) has been designated as the site for the Land Processes Distributed Active Archive Center (LP DAAC), one of eight original DAACs established by the National Aeronautics and Space Administration (NASA) as part of its Earth Observing System Data and Information System (EOSDIS). The Earth Sciences Data and Information System (ESDIS) Project, which oversees EOSDIS, has directed each DAAC to establish and sponsor a DAAC User Working Group (UWG). This document defines the responsibilities and authority of the LP DAAC UWG, and establishes the guidelines to be followed in organizing and operating the Group.

2. LP DAAC Mission and Objectives

The LP DAAC promotes interdisciplinary study and understanding of terrestrial phenomena by providing data for mapping, modeling, and monitoring land surface patterns and processes. To meet this mission, the LP DAAC ingests, processes, distributes, documents, and archives data from land-related sensors and provides the science support, user assistance, and outreach required to foster the understanding and use of these data within the land remote sensing community.

3. LP DAAC User Working Group

3.1 Responsibilities

The LP DAAC UWG is responsible for providing consultation and recommendations covering a broad range of topics related to the LP DAAC systems, services, and capabilities. The Group is responsible for representing the interests of the land remote sensing community in this process. The LP DAAC UWG will not be responsible for making decisions or implementing recommendations. Topics for consideration by the UWG include, but are not limited to:

- Prioritization and pursuit of new data holdings
- Mechanisms to enhance user access to data, including user interface attributes and modes of data distribution
- Levels of support provided by the LP DAAC to the user community
- Research and development in support of product prototyping and generation
- Science requirements and capabilities

3.2 Membership

In consideration of the mission, objectives, and responsibilities of the LP DAAC, the UWG will be comprised of no more than 18 members. Group membership will be recommended by the LP DAAC and existing Group, with final appointment authority resting with the ESDIS Project and NASA Headquarters. Additional members may be recommended and invited as need may arise for additional specific expertise, and the mix of initial representation may be varied as necessary and appropriate. These members include four *ex officio* members, one member from each of the relevant Science Teams, and up to 12 members from the land remote sensing community at large, as follows:

- The four *ex officio* members are: The LP DAAC Manager, the LP DAAC Project Scientist, the LP DAAC Program Scientist at NASA Headquarters, and the ESDIS Project Representative.
- One member from each of the ASTER and MODIS Science Teams
- Members from the land remote sensing community will be selected from among, but not limited to, the following groups:
 - Research and Academia
 - Federal Agencies
 - Private Sector
 - NGOs
 - International

3.2.1 Chair and Vice-Chair

The UWG Chair will be selected by the Group from its membership. The LP DAAC Project Scientist will serve as UWG Vice-Chair.

3.2.2 Terms

Members at large will be invited to serve three-year terms from the date of their designation letter. Failing to attend two consecutive Group meetings will forfeit their membership. Terms are renewable.

3.2.3 Subcommittees

The Group may establish subcommittees on an ad hoc or standing basis, as it deems necessary, to meet its objectives and responsibilities. Subcommittees will gather information, analyze relevant issues and facts, and report their recommendations for deliberation by the full Group. Subcommittees will exist for limited and predefined periods of time and have balanced perspectives and knowledge necessary to perform their assigned functions. Members who serve on subcommittees may include organizations or experts who are not members of the Group, but who provide the knowledge and expertise required to carry out the assigned tasks. The Terms of Reference for a subcommittee will be defined and approved by the Group.

3.3. Meeting Schedule and Procedures

One face to face meeting and one teleconference per year will be scheduled by the Chair and Vice-Chair, with additional meetings scheduled as needed to conduct UWG business. The Chair and Vice-Chair will be responsible for keeping the Group informed about the activities of the LP DAAC, and for communicating with the Group, the NASA Program Scientist, the ESDIS Project Office, and other Working Groups on all relevant topics and issues, including Group activities, recommendations, and actions taken on those recommendations. The Group will prepare formal activity and status reports as appropriate.

3.4. Funding and Administration

Funds to support the Group will be provided through the LP DAAC budget and will be administered by the LP DAAC Project Manager through the budget for that activity. Covered expenses will include travel and accommodations for non-federal Group members. Federal employees must cover their own expenses.